



COVID-19

City of Cloverdale: State of Preparedness & Emergency Response Update to Cloverdale City Council – April 8, 2020

FEDERAL GOVERNMENT-----

- Coronavirus Preparedness and Response Supplemental Appropriations Act (H.R. 6074), became law 3/6/2020
 - Provide loans to affected small businesses
- Family First Coronavirus Response (H.R. 2601), became law 3/18/2020
- Coronavirus Aid, Relief, and Economic Security (CARES) Act (H.R. 748), became law 3/27/2020
 - The CARES Act (H.R. 748) is a \$2 trillion Federal relief package adopted by Congress and signed by the President intended to provide emergency relief to families, businesses, states and local governments in the response to the COVID-19 crisis.

STATE OF CALIFORNIA-----

- Governor Newsom is allowing small businesses to defer payment of sales and use taxes of up to \$50,000 for up to 12 months.
- Governor Newsom also issued an executive order protecting homes and small businesses from water shutoffs on April 2.
- Governor Gavin Newsom issued [executive order](#) N-37-20 establishing statewide moratorium on evictions on March 27. An additional [executive order](#) N-38-20 was issued to empower the Judicial Council and the Chief Justice of the California Supreme Court to take necessary action to be able to conduct business and continue to operate while responding to the COVID-19 pandemic.
- California State Association of Counties and the California Association of County Treasurers and Tax Collectors announced that counties will use all existing authority to cancel penalties and other charges for homeowners, small businesses, and other property owners that are unable to pay their property taxes due to circumstances caused by COVID-19 on a case-by case basis. However, property owners who can pay or that haven't been directly affected by COVID-19, including international corporations and out-of-state landlords, still need to pay on time to keep critical government services running.

SONOMA COUNTY-----

Priority Messages – April 6, 2020:

- Key message remains simple. **Stop the spread- stay home. Stay home. Save lives.**
- **Modeling data Prepared by Imperial College for Sonoma County shows if we keep staying home, we will keep flattening the curve.** County published preliminary results of phase 1 of its modeling project done by The Imperial College of London that shows sheltering in place, social distancing, and other mitigation measures **are flattening the coronavirus curve in Sonoma County.**
- If we continue to Shelter in Place, we help to ensure **there will be health care facilities available** for those who get sick with COVID-19 or who need emergency medical care for accidents, heart attacks, strokes, and other routine medical conditions. **Thank you for taking action by staying home.**



- **Face coverings now recommended for the general public by the County Health Officer.** Based on updated information from the CDC and CDPH, the Sonoma County Health Officer now recommends that everyone who leaves home for an essential activity wear a face covering to the extent possible, such as a fabric mask, scarf, bandana, or similar garment while outside their home.
 - Due to the short supply, the general public does not need to wear N95 masks, to preserve as many masks for health care workers and first responders.
 - County Health Officer Dr. Mase will be providing an update to the community via Facebook live beginning Monday 4/6. Dr. Mase has provided three updates including an overview of face masks and contact tracing

EOC Operations Update – April 7, 2020:

[COVID-19 cases in Sonoma County](#) as of April 7, 2020 6:00 PM

120 - Cumulative Cases in Sonoma County

81 - Active Cases

38 - Recovered

1 – Death

Over 2,791 – Tests

County EOC Mission Priorities:

- Conduct daily Op Area Coordination Call and participate in CalOES coordination calls
- Continue development of Virtual Local Assistance Center
- Continue to support development of ACS site with site location, staffing and supply requirements to accommodate a number not to exceed 750 beds for people who may or not be homeless with COVID test pending or in need to be in isolation; The development of the ACS site also includes approximately 100 non-acute COVID beds, with additional surge capacity.
- Authorize program for First Responder Exposure Mitigation Site
- Assess progress of capability-specific, multi-functional Task Forces for ACS, homeless, and food resources.
- Develop coordination and communication procedures for logistics, finance, and public information functions to support development of Health DOC or Departmental Operation Center
- Complete contract for post-Shelter in Place Mission Critical Staff Childcare program
- Moving forward with installation of Shelter-in-Place signage

Healthcare/Emergency Medical Services (EMS)

Health Branch Director:

- All available sourcing of personal protective equipment (PPE) being pursued
- Establish process for onboarding Medical Reserve Core volunteers to help with case reviews.
- Develop plan to transfer animals to another rescue in order to keep our population down.
- Continue to update Hotline guidance document for hotline operators

Disease Control

- As of 4/8/2020 a total of 2,791 tests for COVID-19 were completed and reported
- The Sonoma County Public Health Regional Laboratory (SCPHL) currently handling between 100-120 tests per day



Alternate Care Sites (ACS) Task Force

The goal of an establishment of the ACS is to provide additional capacity in the County healthcare system in the event of a surge of patients. The ACS will be established to provide local area hospitals with a “Medical-Surgical-type of facility”, treating only less acute, non-acute ambulatory patients

- Sonoma County issued a press release today announcing establishment of an ACS at Sonoma State University. The ACS will be able to accommodate approximately 580 individuals; however, capacity can be increased if necessary.
- Beds have been ordered and expected to arrive this week
- Meeting with Public Health, Provider of Care, and others on ACS Planning
- EOC has requested National Guard support for ACS set up

Homeless Task Force

- St. Joseph Mobile Health Clinic identified as potential on-site medical service provider
- Op Area EOC coordinating logistics for the utilization of FEMA trailers (10 trailers for 20-25 non-COVID people) to support identified needs
- First AHH location expected to be operational in the coming days; official public-facing communication to be issued
- Continue work to complete all necessary supplemental services for AHH at SSU site
- Continue work to complete all necessary aspects of Fairgrounds AHH site

Food Resources Task Force

- Finalize two remaining contracts with food service providers
- Follow up with EOC leadership regarding plan and comments
- Work on future forecasting data
- Food call and survey data collection
- Support REFB to meet their needs

Communications/PIO

- Refine update process for GIS information on SoCo Emergency Dashboard
- Finalize Alternate Care Site (ACS) site Communications
- Finalize Communications Plan
- Develop plan to educate industry specific groups on Shelter in Place Orders
- Share messaging regarding masking/facial covering in public
- Continue to develop process for videos, community meetings and daily updates
- Promote next Virtual Town Hall
- Continue to monitor social media rumors & develop messaging to address



CITY OF CLOVERDALE -----

City Manager – Update by City Manager David Kelley

- Participate in daily Op Area Coordination Call with Emergency Operation Center
- Participate in daily City Manager Coordination Call with all City Managers in Sonoma County Op Area Coordination Call with Emergency Operation Center
- Track League of California Cities updates on important legislative development and updates
- Provide daily or routine updates to the City Council
- Coordinate City/public messaging on the City’s website and Facebook page
- Twice weekly calls with Senior staff and coordination of essential city services.
- Participate & Coordinate with EOC Task Forces established to address emergency:
 - Homeless Task Force,
 - Food Resource Task Force and
 - Alternative
- Coordinate Public Assistance Application with FEMA and CalOES.

Public Safety – Update by Police Chief Jason Ferguson

- Participate in daily Op Area Coordination Call with Emergency Operation Center
- Participate in Sonoma County Chief’s Association virtual meetings Mon-Wed-Fri
- Reduced staff to essential functions only
- Continue to provide police services 24/7
- Implemented operational changes to limit exposure for employees working the street
- Implemented protocols for on duty related exposure incidents
- Purchased PPE equipment for officers and dispatchers
- Purchased Zoom license for virtual meetings as well as court preliminary hearings.
- Developed a “Non-Essential” business/activity violation protocol for businesses and residents failing to adhere to the shelter in place order.
- Provided approximately 9 Nixle communication messages containing general health and safety information in response to COVID-19.
- Contacted Senior Center and Clover Springs representatives via email, for mass distribution of COVID related information.
- Worked with Ray’s Food place manager in approving senior shop hour.
- COVID-19 response to call statistics



Public Works – Update by City Engineer Mark Rincon

- Staff continues to provide essential services to the City
- To minimize physical contact amongst staff, the following measures are in place:
 - Senior Water Operator works from home and is alternating weeks with the Treatment Plant Operator I for Water Treatment Plant duties. Both operators will work simultaneously when needed for emergency and routine duties where safety requires a second person present. PPE's will be used as required.
 - Senior Wastewater Operator works from home and is alternating weeks with the Treatment Plant Operator II for Wastewater Treatment Plant duties. Both operators will work simultaneously when needed for emergency and routine duties where safety requires a second person present. PPE's will be used as required.
 - One Public Works Utility Worker is on duty weekdays; staff will alternate weeks. All Utility Workers are on an on-call status for emergency and routine duties where safety requires a second person present. PPE's will be used as required. All have and will participate in reading water meters at the beginning of the month as we transition to a new metering system.
 - The Senior Engineering Technician continues to work from the City Hall Annex. Duties for Engineering (inspections, construction management, public works project coordination, etc.) continue.
 - City Engineer/Public Works Director continues to work from the City Hall Annex and from home. Duties continue as normal, with special emphasis on budget adjustments, and staff scheduling during the shelter-in-place order. Other pandemic-related activities include participating in numerous web-based meeting focused on Public Works and Engineering.

Community Development – Update by Kevin Thompson, ACM/CDD

- Participate in daily Op Area Coordination Call with Emergency Operation Center
- Participate in semi-weekly Homeless Task Force and Alternative Sites Committee Coordination Calls
- Coordinating location and maintenance of port-a-potties provided by the county for homeless
- Provide communication to the community regarding Essential Building and Planning services
- Continue to provide support to cannabis businesses, deemed essential by Shelter in Place Order
- Continue to work remotely on essential day-to-day planning and building functions, including processing applications already in progress, field phone calls and email inquiries regarding planning and building issues, grant applications, and entitlements.



Finance – Update by Finance Director Susie Holmes

- Participate in twice weekly calls with City Manager and coordination of essential city services.
- Participated in the National League of Cities CARES Act Briefing.
- Bi-Weekly calls with finance staff to ensure safety protocols are met.
- Reduce staff to essential functions, staff is alternating their time in the office, disinfecting their areas before and after each shift; staff that have the ability are working from home.
- Signage has been placed at the entrances of City Hall asking those with a cough or fever not to enter the building, to maintain six feet separation and other common safety recommendations.
- Completed Request for Public Assistance for COVID-19 expenditures in FEMA grants portal.
- Staff attended multiple webinars related to H.R. 6201 Families First Coronavirus Response Act, (new emergency sick leave and expanded FMLA).
- Two staff members have attended the FEMA procurement process webinar.
- Conference call with FEMA regarding closing out claims related to the 2019 Storms.
- Processed payroll and related accounts payable invoices.
- Processed water/sewer billing.
- Working with financial software and new water meter reading software agencies to ensure compatibility.
- Processed Accounts Payable Invoices and cut checks for payment.
- Continue to receipt payments made and make bank deposits.

City Clerk - Update by City Clerk Irene Camacho-Werby

- Coordination of virtual meetings for Council and Subcommittees through telecommunication software, in compliance with the Brown Act
 - Purchasing and testing software
 - Testing equipment
- Participate in weekly City Clerks Coordination Call with City Clerks in Sonoma County
- Assisting with public messaging on City website and Facebook page
- Ensure various mandated deadlines and transparency efforts continue to be met
- Bi-weekly check-ins with Part-time staff